MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
DIVISION OF VOCATIONAL AND ADULT EDUCATION

ESSENTIAL OCCUPATIONAL SKILLS ATTAINMENT REPORT

PERFORMANCE STANDARD I.3, ESSENTIAL OCCUPATIONAL SKILLS ATTAINMENT

Fiscal Year:　　　　County/District Code:　　　　District Name:

CIP Code	Program Name	No. of Essential Skills	No. of Completing Students w/o IEPs	No. of Completing Students w/IEPs	No. of Students that met Standard	No. of Students that did not meet Standard

INSTRUCTIONS FOR RECORDING ESSENTIAL OCCUPATIONAL SKILLS ATTAINMENT

Record the following information for each Department approved vocational education program:

1. Classification of instructional programs (CIP) code.
2. Name of program.
3. Number of institutionally identified "essential" occupational skills for the program.
4. Number of completing students without IEPs for the program.
5. Number of completing students with IEPs for the program.
6. Number of completing students without IEPs that met the eighty percent (80%) mastery attainment standard of identified essential skills (see attainment determination example below).
7. Number of completing students without IEPs that did not meet the eighty percent (80%) mastery attainment standard of identified essential skills (see attainment determination example below).

ATTAINMENT DETERMINATION EXAMPLE

Number of institutionally identified "essential" skills/competencies for the program   87
Number of completing students without IEPs (S.1 through S.8)   8

Individual Students	No. of Essential Skills Mastered		No. of Essential Skills		Percent of Attainment	80% Attainment Standard Met	80% Attainment Standard Not Met
S.1	82	÷	87	=	94%	*	
S.2	86	÷	87	=	99%	*	
S.3	84	÷	87	=	97%	*	
S.4	69	÷	87	=	79%		*
S.5	87	÷	87	=	100%	*	
S.6	83	÷	87	=	95%	*	
S.7	82	÷	87	=	94%	*	
S.8	81	÷	87	=	93%	*	
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TOTAL STUDENT ATTAINMENT						7	1

Return to Fred Linhardt, Director, Vocational Planning and Evaluation, Department of Elementary and Secondary Education, P.O. Box 480, Jefferson City 65102-0480, (573) 751-8465.